



*The U.S. Embassy provides a good opportunity to work for
high-ranking officials in an international environment*

POSITION VACANCY: Agricultural Marketing Specialist A93002

ANNOUNCEMENT: #098A

OPEN TO: All Interested Candidates

POSITION: **Agricultural Marketing Specialist (Position number A93002)**

*** FSN-11, ** FP-4 (Full Performance Level)**

*** FSN-10, ** FP-5 steps 5 through 14 (Trainee Level)**

OPENING DATE: May 26, 2006

CLOSING DATE: June 19, 2006

WORK HOURS: Full Time 40 hours/week

SALARY: * Ordinarily Resident FSN-11 ¥12,290,037 p.a. (Full Performance Level - Starting salary)

* Ordinarily Resident FSN-10 ¥11,340,565 p.a. (Trainee Level - Starting salary)

(Position Grade: FSN-11)

** Not-Ordinarily Resident FP-4 US\$48,684 p.a. (Full Performance Level - Starting salary)

** Not-Ordinarily Resident FP-5 step 5 US\$44,399 p.a. (Trainee Level - Starting salary)

(Position Grade: FP-4 is confirmed by Washington)

PLEASE NOTE:

1. Salary may vary depending on the qualifications of the successful candidate.
2. Only candidates selected for an interview will be contacted.
3. All ordinarily resident applicants must have the required residency permits to be eligible for consideration.
4. U.S. taxes are deducted for U.S. citizens and U.S. Legal Permanent Residents (green card holders).
5. The U.S. Embassy does not accept hand-delivered applications from outside the Embassy community. Please send by post, courier, or fax. All applications postmarked by the closing date will be accepted.

THE U.S. EMBASSY in Tokyo is seeking individual for the position of Agricultural Marketing Specialist in the Agricultural Trade Office. While applications are being sought now for initial qualification and screening review, interviewing for selection and employment offer will be held for arrival of new Agricultural Trade Officer in mid-August.

BASIC FUNCTION OF POSITION: Serves as the senior FSN specialist and advisor to the ATO Director, and primary point of contact for marketing promotion of U.S. food and beverages to Japan's nearly \$400

billion retail food sector (and related wholesale and import trade) for the eastern half of the country. Specific duties include: conducting market intelligence covering assigned food industry sectors and products; proposing ATO and U.S. industry strategies to overcome constraints and create opportunities for American food exports to Japan; planning, organizing, and reporting on results of U.S. food promotional events and activities funded both by FAS and U.S. industry “cooperators” and state/regional groups participating in FAS market development programs; providing trade servicing to Japanese importers and U.S. companies to assist U.S. food & beverage exports to Japan; and representing the interests of U.S. food and agriculture with Japanese business and trade association executives, regional government officials, and consumers in a variety of promotional settings.

QUALIFICATIONS REQUIRED: All applicants must address each selection criterion detailed below with specific and comprehensive information supporting each item. Please see the "TIPS FOR APPLYING" page on our website for more details: <http://japan.usembassy.gov/e/info/tinfo-jobs.html>.

--- AT FULL PERFORMANCE LEVEL ---

1. **Education:** Bachelors Degree in agriculture, agricultural economics, agricultural marketing, or related international marketing or business field required.
2. **Prior Work Experience:** Six to eight years progressively responsible experience in food and agricultural trade marketing, including market analysis, promotion, and work requiring application of strategic planning and project management skills required.
3. **Language Proficiency:** Level IV (fluent) speaking/reading/writing in English and Level IV (fluent) speaking/reading/writing in Japanese.
4. **Knowledge:** Firm understanding of economics and marketing, and ability to apply to market analysis and promotional strategy development enhancing export opportunities to Japan. Expert knowledge of the structure and organizations comprising the Japanese food retail, wholesale and trade sectors, as well as advanced understanding of Japanese laws, policies, and regulations pertaining to food and agricultural trade and marketing required. Significant knowledge of agribusiness in the United States and familiarity with USDA agricultural marketing programs, policies, regulations and procedures required.

--- AT TRAINEE LEVEL ---

1. **Education:** Bachelors Degree in agriculture, agricultural economics, agricultural marketing, or related international marketing or business field required.
2. **Prior Work Experience:** Three to five years progressively responsible experience in food and agricultural trade marketing, including market analysis, promotion, and work requiring application of strategic planning and project management skills required.
3. **Language Proficiency:** Level IV (fluent) speaking/reading/writing in English and Level IV (fluent) speaking/reading/writing in Japanese.
4. **Knowledge:** Firm understanding of economics and marketing, and ability to apply to market analysis and promotional strategy development enhancing export opportunities to Japan. Good knowledge of the structure and organizations comprising the Japanese food retail, wholesale and trade sectors, as well as good understanding of Japanese laws, policies, and regulations pertaining to food and agricultural trade and marketing required. Good knowledge of agribusiness in the United States required. Familiarity with USDA agricultural marketing programs policies, regulations and procedures not required at the trainee level.

SELECTION PROCESS: When equally qualified, U.S. Citizen Eligible Family Members (AEFMs) and U.S. Veterans will be given preference. Therefore, it is essential that the candidate address the required qualifications above in the application.

ADDITIONAL SELECTION CRITERIA:

1. Management will consider nepotism/conflict of interest, budget, and residency status in determining successful candidacy.

2. Current employees serving a probationary period are not eligible to apply.
3. Currently employed U.S. Citizen EFMs who hold a FMA appointment are ineligible to apply for advertised positions within the first 90 calendar days of their employment.
4. Currently employed NORs hired under a Personal Services Agreement (PSA) are ineligible to apply for advertised positions within the first 90 calendar days of their employment, unless currently hired into a position with a When Actually Employed (WAE) work schedule.

TO APPLY: Interested applicants for this position must submit the following or the application will not be considered:

1. Application for U.S. Federal Employment (SF-171 or OF-612); or
2. A current resume or curriculum vitae that provides the same information as OF-612; plus
3. Candidates who claim U.S. Veterans preference must provide a copy of their Form DD-214 with their application.
4. Ordinarily resident applicants must submit a copy of required residency permit. The U.S. Embassy does not sponsor work visas in Japan.
5. Any other documentation (e.g., test scores, essays, certificates, awards, copies of degrees earned) that addresses the qualification requirements of the position as listed above. PLEASE ATTACH CERTIFICATES OF TEST SCORES OR OTHER EVIDENCE TO VERIFY YOUR ENGLISH/JAPANESE LANGUAGE PROFICIENCY.

Applications are available at <http://japan.usembassy.gov/e/info/tinfo-jobs.html> or contact the Human Resources Office.

SUBMIT APPLICATION TO:

Human Resources Office
1-10-5, Akasaka, Minato-ku,
Tokyo 107-8420

POINT OF CONTACT:

FAX: 03-3224-5818

DEFINITIONS:

1. *AEFM: A type of EFM that is eligible for direct hire employment on either a Family Member Appointment (FMA) or Temporary Appointment (TEMP) provided s/he meets all of the following criteria: 1) US citizen; 2) Spouse or dependent who is at least age 18; 3) Listed on the travel orders of a Foreign, Civil, or Uniformed Service member permanently assigned to, or stationed at, a US Foreign Service post or establishment abroad with a USG agency that is under COM authority; 4) Is resident at the sponsoring employee's or uniformed service member's post of assignment abroad, approved safehaven abroad, or alternate safehaven abroad; and 5) Does not receive a USG annuity or pension based on a career in the US Civil, Foreign, or Uniformed Services.*
2. EFM: Family Members at least 18 listed on the travel orders of a Foreign or Civil Service or Uniformed Service member permanently assigned to, or stationed to, a US Foreign Service post or establishment abroad with a USG agency that is under COM authority who do not meet the definition of AEFM above.
3. Member of Household: A MOH is a person who: 1) Has accompanied, but is not/not on the travel orders of a U.S. citizen Foreign or Civil Service employee or uniform service member permanently assigned to or stationed at a U.S. Foreign service post or establishment abroad; 2) Has been declared by the sponsoring employee to the Chief of Mission as part of his/her household; and 3) Resides at post with the sponsoring employee.
4. Ordinarily Resident (OR): A citizen of the host country or a citizen of another country who has shifted the main residency focus to the host country and has the required work and/or residency permits for employment in country.
5. Not-Ordinarily Resident (NOR): Typically NORs are US Citizen EFMs and EFMs of FS, GS, and Uniformed Service members who are eligible for employment under an American USG pay plan, on the travel orders and under Chief of Mission authority, or other personnel having diplomatic privileges and immunities.

CLOSING DATE FOR THIS POSITION: JUNE 19, 2006

The US Mission in Japan provides equal opportunity and fair and equitable treatment in employment to all people without regard to race, color, religion, sex, national origin, age, disability, political affiliation, marital status, or sexual orientation. The Department of State also strives to achieve equal employment opportunity in all personnel operations through continuing diversity enhancement programs.

The EEO complaint procedure is not available to individuals who believe they have been denied equal opportunity based upon marital status or political affiliation. Individuals with such complaints should avail themselves of the appropriate grievance procedures, remedies for prohibited personnel practices, and/or courts for relief.